Planning Grant Deliverable Timeline
2026/2027 Grant Year

	Deliverable	Date
Pre Award Requirements	Signed Contract	8/15/2026
	Financial Audit (most recent, may require a second submission later in the year)	8/15/2026
	W-9 & EFT	8/15/2026
	Electronic Funds Transfer (EFT)	8/15/2026
	Insurance Policies, as applicable	8/15/2026
	AmeriCorps Litmos Training Certificates	8/15/2026
Exhibit III	Exhibit III (if applicable) and NSCHC Policy for Staff and Members	9/30/2026
Quarter 1 Report	**Rational and Approach/ Program Design**	
	Community Need/Draft Logic Model	11/15/2026
	Evidence Base for Intervention/Evidence Tier/Evidence Quality	11/15/2026
	Member Experience	11/15/2026
	Organizational Capability	
	Organizational Background and Staffing	11/15/2026
	Member Supervision	11/15/2026
	Cost Effectiveness and Budget Adequacy	
	Budget and Budget Narrative	11/15/2026
	Plans to Secure Match	11/15/2026
Quarter 2 Report	**Program Staffing and Management Structure**	
	Program Director Position Descriptions	2/16/2027
	Additional Staff Position Descriptions (if applicable)	2/16/2027
	Staff Timesheet Template	2/16/2027
	Partnership Development and Management	
	Service Site Agreements	2/16/2027
	Orientation and Training Plan for Site Supervisors	2/16/2027
	Data Collection	
	Performance Measures	2/16/2027
	Final Logic Model	2/16/2027
	Performance Measurement Instruments	2/16/2027
	Submission of Operational Grant Application in eGrants (anticipated)	February/2027
Quarter 3 Report	**Pre Award Documents for Operational Year**	
	Data Collection Plan	6/15/2027
	Member Service Agreement	6/15/2027
	Member Position Description	6/15/2027
	Staff Position Description	6/15/2027
	Member Pre Service Orientation Agenda	6/15/2027
	Service Site Agreement	6/15/2027
	Member Timesheet Template	6/15/2027
	Staff Timesheet Template	6/15/2027
	Timekeeping and Payroll Policy	6/15/2027
	Member Files Checklist	6/15/2027
	Final NSCHC Policy	6/15/2027
Final Report	**Member Experience and Management**	
	Member Placement Site Orientation Plan	8/15/2027
	Member Training Calendar	8/15/2027
	Member Performance Evaluation Template	8/15/2027
	Other	
	Website Page for AmeriCorps Program	8/15/2027
	AmeriCorps Branding and Communication Policy and Procedure	8/15/2027
ANTICIPATED DATE OF PROGRAM LAUNCH		8/1/2027